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## City of Lincoln Appointment Application

The purpose of this form is to obtain general information for use in the nomination and confirmation process for appointments by the Mayor and to assist the Mayor in making inquiries concerning the qualifications of applicants for appointments. If you have recently prepared a biography or resume, PLEASE ATTACH IT TO THIS FORM.

Complete both sides and return to: Mayor's Office, 555 South 10th Street, Lincoln NE 68508. FAX: 441-7120

### PERSONAL INFORMATION

NAME (please type or print last name, first name, and middle initial)

☐ Mr. ☐ Ms. ☐ Miss. ☒ Mrs.

Robb Janette C  
6920 Monticello Dr. Lincoln Ne 68510  
Legal Residence Street City State Zip County

Business Address Street City State Zip County

Residence Telephone (402) 202-1137 Business Telephone (402) 965-1496

Applicant Occupation Life Coach & IBC Employer Mary Kay self

E-mail Address jrobb6920@yahoo.com

To assist in the selection, you are asked to voluntarily provide information which is necessary for statistical reporting purposes. Under State and Federal Law, this information may not be used to discriminate against you.

Affirmative Action Information: Sex ☐ Male ☒ Female Racial/Ethnic Background AA / WAA

### EDUCATION

Schools attended including High School

School Location Dates Major/Degree

Bishop McDevitt BKlyn NY 9/90-8/93 high school  
NYU NY NY 9/93-10/96 BS. Poly.  
Hofstra University Hempstead NY 9/97 5/99 MEd.

### PRESENT OR PREVIOUS COMMUNITY/VOLUNTEER ACTIVITIES

Team mate LPS Lefler MS

### EMPLOYMENT

Employer Location Dates

Charting Your Course 2 Coaching Lincoln Ne. 6/10 - present  
Mary Kay Cosmetics Lincoln Ne. 11/10 present  
Dept of VTA (Federal) Lincoln Ne. 9/92-5/09

PLEASE COMPLETE REVERSE SIDE

Rev. 3/2002

Type the number in order of preference if selecting more than one

## CITY OF LINCOLN

### City Boards, Task Forces & Commissions

*Please check City boards, task forces or commissions for which you would like to be considered for appointment.  
Please number your selections in order of interest.*

#### ADMINISTRATION

- ☐ Emergency Medical Services Board
- ☐ Lincoln City Library Board
- ☐ Lincoln Electric System Administrative Board
- ☐ Lincoln Housing Authority Board
- ☐ City Personnel Board

#### HEALTH & HUMAN SERVICES

- ☐ Community Health Endowment Board of Trustees
- ☐ Commission on Human Rights
- ☐ Lincoln Area Agency on Aging Advisory Council
- ☐ Lincoln-Lancaster Women's Commission
- ☐ Lincoln-Lancaster County Board of Health

#### BUILDING & SAFETY

- ☐ Building Code Board of Appeals
- ☐ Code Study Committee
  - ☐ Building Code Task Force
  - ☐ Electrical Code Task Force
  - ☐ Mechanical Code Task Force
  - ☐ Plumbing Code Task Force
  - ☐ Uniform Code Task Force
- ☐ Dangerous Building Code Board of Appeals
- ☐ Electrical Advisory, Appeals & Examining Board
- ☐ Examining Board of Plumbers
- ☐ Fire Sprinkler & Chemical Examining Board
- ☐ Gas Piping Exam Board
- ☐ Heating, Ventilating & Cooling Advisory & Appeals Board
- ☐ Heating, Ventilating & Cooling Examiners Board
- ☐ Housing Advisory & Appeals Board
- ☐ Plumbing Code Board of Appeals
- ☐ Uniform Fire Code Board of Appeals
- ☐ Water Conditioning Board of Examiners

#### PARKS & RECREATION

- ☐ Parks & Recreation Advisory Board
- ☐ Community Forestry Advisory Board
- ☒ Veterans Memorial Gardens Council

#### PLANNING & DEVELOPMENT

- ☐ Board of Zoning Appeals
- ☐ Community Development Task Force
- ☐ Downtown Business Area Improvement Board
- ☐ Economic Development Loan Committee
- ☐ Historic Preservation Commission
- ☐ Lincoln-Lancaster County Planning Commission
- ☐ Nebraska Capital Environs Commission
- ☐ Urban Design Committee

#### TRANSPORTATION

- ☐ StarTran Advisory Board
- ☐ Taxicab Review Board
- ☐ Pedestrian/Bicycle Advisory Committee

#### ENVIRONMENT

- ☐ Air Pollution Advisory Board
- ☐ Water Conservation Task Force

#### GENERAL GOVERNMENT SERVICES

- ☐ Auditorium Advisory Board
- ☐ Cable Advisory Board
- ☐ Charter Revision Commission
- ☐ Government Access & Information Committee
- ☐ Workforce Investment Act Board
- ☐

#### OTHER

- ☐ Citizen Handicapped Parking Patrol
- ☐ Citizen Police Advisory Board
- ☐ Mayor's Committee for International Friendship
- ☐ Mayor's Multicultural Advisory Committee
- ☐ Relocation Assistance Appeal Board
- ☐ Procurement Appeals Board

**Janette C. Robb, President**  
**Charting Your Course With Coaching, Inc.**  
**chartingyourcoursewithcoaching@gmail.com**  
**www.bestofcoaching/janetterobb.com**  
**P- 402.965.1496**

**Experience:**

- |              |   |
|--------------|---|
| 2010         | Charting Your Course With Coaching, Inc. Lincoln Ne. Established life coaching practice which a focus on making career transitions.   |
| 2010         | Mary Kay Cosmetics, Lincoln, Ne. Independent Beauty Consultant  |
| 1992 to 2009 | Vocational Rehabilitation and Employment Services, United States Department of Veteran Affairs. Managerial duties, included performance appraisals, hiring, staff training, developed and implemented local office budget and service provision plan. Case management services included assessments, referrals, service coordination, job placement and vocational counseling. Participated in panels to improve service provision to veterans. |
| 1989 to 1992 | Monmouth Center for Vocational Rehabilitation, Tinton Falls NJ. Clinical Supervisor for facility servicing approximately 200 individuals with development disabilities or mental health issues. Supervised counseling staff, implemented division budget, marketed program, transportation coordination and program liaison   |
| 1985 to 1989 | New Jersey Division of Vocational Rehabilitation Services, Toms River NJ Provided vocational rehabilitation services to substance abusers. Services included outreach, assessment, referral for treatment, monitored training, job placement and follow-up services   |

**Education:**

- |         |  |
|---------|--|
| Present | Ed. D candidate in Organizational Leadership, Argosy University Twin Cities, Mn.                       |
| 2010    | Academy for Local Leadership, Lincoln Ne. 6 month program on service provision in community boards     |
| 2010    | Certificate in Life Coaching, Fowler–Wainwright International Institute of Professional Coaching       |
| 2002    | Leadership-VA Completed 1 year training program for managers.  |
| 1994    | Certificate in Program Management Graduate School of Social Work, Rutgers University New Brunswick, NJ |
| 1979    | M. Ed - Vocational Rehabilitation Counseling, Hofstra University Hempstead NY                          |
| 1976    | B.A. - Psychology, New York University, N.Y. N. Y.   |